



## 2006 Instructions for CFD County Webmasters

Thanks for taking on this important duty. Please follow the specification below when developing your county web site. This will ensure that there is a common flow and feel between the CFD statewide site and county sites. Any graphics you need to complete your work can be obtained by e-mailing your request to [claytonh@dop.wa.gov](mailto:claytonh@dop.wa.gov).

Some specifications we would ask that you follow:

- The CFD banner should be the same as on all other CFD pages.
- The county name should be centered below the CFD banner.  
Font: Arial; size: 6 (24 pt.); color: maroon {80,00,00}
- The column on the right of the screen isn't optional.  
Column background color: white  
Text - Font: Arial; size: 2 (10 pt); color: green {00,71,6D}
- The story text should not be more than about 200 words.  
Font: Times New Roman; size: 3/Normal (12 pt); color: black {00,00,00}
- The county planning committee and contacts should be listed toward the bottom of your county's home page. (You may choose to provide a link that links to a separate page that has all contact info.)
- Please retain the statewide contact information, the Access Washington logo/link, and the text links to DOP and Access Washington at the bottom of the page.
- For the navigation on the left of the page, please DO NOT use the hover buttons that are provided in Microsoft FrontPage. (The hover buttons do not work properly in newer Microsoft operating systems.)  
Button size - 140 px wide x 20 px deep  
Button background color - navy {00,00,80}  
Button text - font: Arial; size: 2 (10 pt); bold; color: {FF,FF,FF}
- Please retain the top navigation button as a link to the Combined Fund Drive's home page and the bottom button as your county's contact information.
- Please keep the number of buttons down the side of the page to a total of ten (10) or less.

**Basically, you will be good to go if you fill in the blanks on the template provided.**